



California Department of Corrections
INFORMATIONAL BULLETIN

**Subject: ANNOUNCE CDC FORM 3009,
LATE JUSTIFICATION
REQUEST**

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The purpose of this Informational Bulletin is to officially announce the California Department of Corrections (CDC) Form 3009 (8/01), Late Justification Request.

In accordance with the Department Operations Manual (DOM) Section 22040.9, Planning a Commencement Date for Contracts, the CDC 3009 shall be used to fully justify the emergency nature of a contract and the reasons why processing of the contract is close to the effective date, or after.

The one-page, one-sided CDC 3009 (8/01) may be ordered from Prison Industry Authority on a CDC Form 1853. The form will be printed in sets of 500 on 8 ½" x 11" white bond paper.

Please inform all persons concerned of the contents of this bulletin. Direct any inquiries to Kathleen Appel, Special Projects/Policy Unit, Contract Management Branch at (916) 324-6638, or e-mail inquiries to kappel@adminsvcs.corr.ca.gov.

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Attachment